

**National Training Workshop on Local Urban Air Toxics
Assessment and Reduction Strategies
November 2001**

Evaluation Summaries

Section A. By what type of organization are you employed?

☐ EPA/OAQPS 5 ☐ ATSDR 1 ☐ Local Agency 14 ☐ Academic 2
☐ EPA Region 11 ☐ State Agency 10 ☐ Community 9 ☐ Other 6
☐ EPA Other 5

A. Is your role in your organization, at least with respect to air toxics activities, more managerial, or technical?

	<u>Managerial</u>	<u>Technical</u>
Federal	3	19
State/Local Agency	16	18
Community/Other	<u>9</u>	<u>4</u>
	28	31

Section B. Overall workshop success

B1. Did you find the amount/diversity of information overwhelming

	<u>Yes</u>	<u>No</u>
Federal	5	17
State/Local Agency	1	25
Community/Other	<u>4</u>	<u>10</u>
	10	52

B1. and, would you rather see future workshops more narrowly focused?

	<u>Yes</u>	<u>No</u>
Federal	12	11
State/Local Agency	6	19
Community/Other	<u>3</u>	<u>11</u>
	21	41

B2. For your needs, did you find the level of detail:

	<u>Appropriate</u>	<u>Too Superficial</u>	<u>Too Deep</u>
Federal	14	8	1
State/Local Agency	20	5	
Community/Other	<u>10</u>	<u>2</u>	<u>4</u>
	44	15	5

B3. Were you looking for specific technical training

	<u>Yes</u>	<u>No</u>
Federal	8	10
State/Local Agency	13	12
Community/Other	<u>3</u>	<u>10</u>
	24	32

B3. and/or, general overview?

	<u>Yes</u>	<u>No</u>
Federal	11	4
State/Local Agency	20	3
Community/Other	<u>12</u>	<u>2</u>
	43	9

B4. This was a national workshop. Do you think future workshops should also be national, or would you recommend regional workshops instead?

	<u>National</u>	<u>Regional</u>	<u>Both/Either</u>
Federal	3	4	14
State/Local Agency	7	2	15
Community/Other	<u>2</u>	<u>3</u>	<u>11</u>
	12	9	40

B5. The duration of this workshop was 3 days. For future workshops, what duration would you recommend?

	<u>Shorter</u>	<u>Longer</u>	<u>3 days was agreeable</u>
Federal	4	1	17
State/Local Agency	4		20
Community/Other	<u>5</u>	<u>1</u>	<u>9</u>
	14	2	46

B6. Would you prefer a weekend date for future workshops?

<u>Weekend for future workshops (Yes)</u>		<u>Weekend for future workshops (No)</u>	
Federal	3		19
State/Local Agency	1		23
Community/Other	<u>2</u>		<u>14</u>
	6		56

Section C. Specific Presentations/Activities

C1. Leadership Panel Summary

Overall, the leadership panel was excellent, informative, direct, open to discussing different opinions, and presented excellent ideas. The panel members were very experienced and well informed in their fields.

Lessons Learned: Commenters felt that future leadership panels would be more productive if we diversified them to include more State/local, Industry, Tribal, Community and less Federal staff. The majority of commenters preferred more focused presentations. They also said the planning committee should allow more time and discussion for planning next steps. One commenter thought this was not a good format to start a 3-day meeting. (Comments: 11 Federal, 16 State/Local, and 7 Community/Other)

C2. Special Session Community Action Against Asthma (including field trip):

Comments for this session were overwhelmingly positive. Commenters stated that community activists presented facts, figures and other materials required to make the asthma intervention program work. They also said that the presentation and field trip provided good practical and real world experience for all who participated. Many commenters said that getting out in the field and interacting with others was important, plus seeing the “nuts and bolts” of the end-point of our work. One commenter asked that we please continue to provide this activity in future.

Lessons Learned: Commenters said the presentation was not directly related to toxics; there should be a better link from asthma to air toxics. One commenter felt that the tour was a little long and yet, another felt it should be a little slower to give more time for viewing. (Comments: 16 Federal, 21 State/Local and 11 Community/Other)

C3. Presentation on Cleveland Pilot:

Participants felt the presentation on the Cleveland pilot was very informative and emphasized EPA's desire to be inclusive, involving stakeholders and the community.

Lessons Learned: Participants felt that there was not enough information or details given in this presentation to fully understand how the pilot program works. Some participants also felt that more time should have been allotted to this presentation in order for it to be helpful guidance in starting such a pilot in their respective States. (Comments: 13 Federal, 15 State/Local, and 8 Community/Other)

C4. Information Exchange/Poster Session:

Participants found the materials presented in this session to be extremely informative and to provide a large volume of information that could be used by everyone. They also stated that this session provided an avenue for locating resources and having one-on-one exchange with other leaders and community-based representatives.

Lessons Learned: Most commenters agreed that more participation from other groups was important for this session to be fully successful. Others felt that the space allotted for the poster session was too small and overcrowded, and someone said that having the session on the second night instead of the last night have been more productive. (Comments: 15 Federal, 17 State/Local, and 10 Community/Other)

C5. Panel discussions:

The panel discussions offered a lot of information on various subjects that participants found to be very informative and valuable. They noted a good exchange of ideas because of the diversity and openness on the panel; one person remarked that there were "some with excellent passion to remind us that we have real problems and real people to consider."

Lessons Learned: Some presentations were far too technical for many participants. Quite a few thought that the presentations were too detailed and there was not enough discussion about community involvement. It was also felt that too many topics were being discussed without enough time allotted to do so. (Comments: 16 Federal, 19 State/Local and 11 Community/Other)

C6. Small group discussions:

The participants said that the small group discussions offered an opportunity for those of diverse backgrounds to come together to share a wide range of ideas and viewpoints about different environmental issues. Some felt that the small groups discussions allowed valuable time for networking and exchange of ideas.

Lessons Learned: Participants felt the discussions could be better structured by staying on task, being consistent with the agenda, providing a mechanism for generating clear meaningful feedback, and having a group project or some ideas on a case study. (Comments: 21 Federal, 18 State/Local and 10 Community/Other)

C7. Value of take-home materials (notebook materials presented, notebook materials that weren't presented, and other materials handed out):

Participants said that the take-home materials presented were very valuable, a good reference for the future, and a means for building a network of resource persons.

Lessons Learned: Overall, participants said that the materials provided were very good and they offered some tips for presenting materials in the future. It was suggested that when we use color slides for sessions, we should also prepare black/white slides for handouts to be sure that graphics are legible when copied; some of the colors on maps and charts were not easily distinguishable in black/white. It was noted by another participants that they would have liked to receive the materials that were not included in the notebook even if materials were distributed later. One participant suggested having CD-ROMs instead of a notebook for convenience. (Comments: 18 Federal, 24 State/Local and 15 Community/Other)

C8. Value of interaction with other workshop participants, including Information Exchange/Poster Session

Commenters said that interaction with other workshop participants was an extremely valuable segment of the workshop which defined resources, motivated and provided great opportunities for networking and sharing information.

Lessons Learned: Commenters said that Federal and State people should make more of an effort to interact with others attending the workshops rather than clustering with each other. The sessions should be arranged in order to provide a broader mix of representatives from the various organizations; and provide a less hectic schedule which would allow more time for networking and sharing ideas. (Comments: 17 Federal, 22 State/Local and 13 Community/Other)

Section D. Logistics

D1. Crowne Plaza Pontchartrain Hotel arrangements

	<u>Excellent</u>	<u>Very Good</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>N/A</u>
	4	13	19	15	3	6
D2. Room Rate	2	13	9	15	4	13
D3. Transportation Available	3	10	10	15	6	1
D4. COBO Center facilities	2	19	22	11	5	1
D5. Site visit, (buses, lunch, facility)	25	11	8	5	8	

D6. How satisfied were you with facilitators during the workshop?

	<u>Very Satisfied</u>	<u>Satisfied</u>	<u>Dissatisfied</u>
Federal	7	9	2
State/Local Agency	11	11	
Community/Other	<u>7</u>	<u>9</u>	
	25	29	

D6. How satisfied were you with facilitators during the workshop? Additional Comments

The participants said the facilitators were knowledgeable of the subject matter, professional, kept the panels on schedule, and helped to tone down the technical portion of the presentations in order for everyone to understand the primary focus.

Lessons Learned: Workshop planners should ensure that all facilitators are equally clear and skilled in facilitation techniques, and one participant stated that planners should possibly provide facilitators with techniques to better control the groups.

D7. How satisfied were you with pre-workshop contacts (ease of registration, ability to answer questions in advance of workshop date. etc.)?

Overall, the participants said they were satisfied with the pre-workshop contacts.

Lessons Learned: A couple of participants said that earlier distribution of the final agenda would have helped them with travel plans and also helped them determine whether or not they should attend the workshop. Another participant suggested putting information about the workshop on the website prior to the workshop.

D8. Did you use the workshop's website as a main source of information on the upcoming workshop?

	<u>Yes</u>	<u>No</u>
Federal	14	8
State/Local Agency	9	13
Community/Other	<u>6</u>	<u>10</u>
	29	31

(Emails provided most of the updates).

D9. Do you expect you'll use the workshop's website afterward, such as to download specific materials?

	<u>Yes</u>	<u>No</u>
Federal	18	3
State/Local Agency	22	1
Community/Other	<u>13</u>	<u>3</u>
	53	7

D10. If available, would you like a CD-ROM compilation of notebook materials and other presented materials, even though all materials will be available for a period of time through the workshop's website. (If one becomes available, we will post information on how to obtain a copy on the website.)

	<u>Yes</u>	<u>No</u>
Federal	10	11
State/Local Agency	11	12
Community/Other	<u>9</u>	<u>6</u>
	30	29

E.2: Additional Comments: Is there anything else we should know?

The participants thought the workshop was excellent overall! They said there was a wealth of useful information for everyone attending the workshop, an opportunity to meet, network and work with peers from other regions. It was stated that EPA's generosity in providing information and travel scholarships made it possible for more people to attend this very valuable workshop.

Lessons Learned: Suggestions provided by participants for improving future workshops are broken down into three categories.

1. Community
 - involve more community people in the workshop planning process
 - provide a separate session aimed at educating community groups with less technical expertise ahead of time
 - include more community, local, Tribal, industry and transportation representatives
 - offer more information on “building capacity”
 - hold the conference in a city with an active community-led air project
 - more information about the successes and failures in developing community projects
2. Presentation
 - change the format for presenters speaking to accommodate large crowds so that material can be seen and heard by all
 - find better ways to present data, information and conclusions/options
 - allow more time at the end of sessions for questions and answers
 - provide better audiovisual setups
 - need a clear understanding of who was the intended target audience for the workshop
 - present materials for lay audience; it was too technical for some participants
3. Logistics
 - structure meals and break times to allow for more networking among the different groups
 - schedule workshop so travel isn’t required on holidays and people can have adequate time to go through airport security
 - choose a location for workshop that has restaurants and other places of interests that are affordable and within safe walking distance
 - provide recycling bins

(Comments: Federal 19, State/Local 15, and Community/Other 16)